

**Course: Management Of Fire Prevention Programs****August, 1996**

<b>Standard</b>	<b>Reference</b>	<b>Remarks</b>
1021—2-2.2	IG 3	Prerequisite Knowledge
1021—2-2.2	IG 3	Assign tasks or responsibilities to unit members
1021—2-2.2	IG 3	Prerequisite Skills
1021—2-2.5*	IG 3	Prerequisite Knowledge
1021—2-2.5*	IG 3	Apply human resources policies and procedures, given an administrative situation requiring action...
1021—2-2.5*	IG 3	Prerequisite Skills
1021—2-2.6	IG 3, 6	Prerequisite Skills
1021—2-2.6	IG 3	Coordinate the completion of assigned tasks and projects by members...
1021—2-2.6	IG 3	Prerequisite Knowledge
1021—2-4.2	IG 3	Execute routine unit-level administrative functions
1021—2-4.2	IG 3	Prerequisite Knowledge
1021—2-4.2	IG 2	Prerequisite Skills
1021—3-4.4	IG 2	Prerequisite Skills: The ability to communicate in writing
1021—3-4.4	IG 3	Prerequisite Knowledge
1021—3-4.4	IG 3	Prerequisite Knowledge
1021—3-4.4	IG 3, 5, 6	Prepare a concise report for transmittal to a supervisor
1021—4-2.1	IG 2	Prerequisite Skills
1021—4-2.1	IG 3	Prerequisite Knowledge
1021—4-2.1	IG 3	Establish personnel assignments to maximize efficiency...
1021—4-2.1	IG 2	Prerequisite Skills
1021—4-3.1	IG 2,3	Prerequisite Knowledge: Customer service principles
1021—4-3.1	IG 2, 3	Prerequisite Knowledge: Resource availability
1021—4-3.1	IG 2	Prerequisite Skills
1021—4-3.1	IG 2	Prerequisite Skills
1021—4-3.1	IG 5, 6	Prepare community awareness programs to enhance the quality of life by developing nontraditional services....

1021—4-5.2	IG 2, 6	Prerequisite Knowledge: The ability to use evaluate methods, to use consensus-building techniques
1021—4-5.2	IG 2	Prerequisite Knowledge: To communicate verbally and in writing, and to organize
1021—4-5.2	IG 3, 5, 6	Develop a plan...
1021—5-4.1	IG 3	Prerequisite Knowledge: Policies and procedures, staffing requirements
1021—5-4.1	IG 5,6	Prerequisite Knowledge: Physical and geographical characteristics
1021—5-4.1	IG 3, 4, 6	Prerequisite Knowledge: Local, state/provincial, and federal regulations
1021—5-4.1	IG 2	Prerequisite Skills: The ability to communicate verbally and in writing
1021—5-4.1	IG 3	Prerequisite Skills: Familiarity with fiscal analysis
1021—5-4.1	IG 6	Prerequisite Knowledge: Demographics, community plan
1021—5-4.1	IG 5, 6	Develop a comprehensive long-range plan....
1031—4-2.7	IG 5	Requisite Skills: Identify cost/risk benefits
1031—4-2.7	IG 2, 3, 4, 5, 6	Recommend modifications to codes and standards
1031—4-2.7	IG 3, 4, 5	Requisite Knowledge: State statutes or local ordinances establishing or empowering the agency to adopt, enforce, and revise codes and standards
1031—4-2.7	IG 4	Requisite Knowledge: The legal instruments establishing or adopting codes and standards
1031—4-2.7	IG 4, 5	Requisite Knowledge: Development and adoption process for fire and life safety legislation or regulations
1031—4-2.7	IG 2	Requisite Skills: Communicate
1031—4-2.7	IG 2	Requisite Skills: The ability to recognize problems
1031—4-2.8	IG 3, 4	Requisite Knowledge: Sources of detailed and technical information relating to fire protection and life safety
1031—4-2.8	IG 3, 4	Requisite Knowledge: Policies and procedures of the jurisdiction related to code enforcement
1031—4-2.8	IG 2, 3, 4, 5, 6	Recommend policies and procedures for the delivery of inspection services
1031—5-2.2	IG 4	Requisite Skills: The ability to compose legally adaptable language
1031—5-2.2	IG 4, 5, 6	Facilitate code adoption and modification processes..
1031—5-2.2	IG 2	Requisite Skills: Recognize problems
1031—5-2.2	IG 3, 4	Requisite Knowledge
1031—5-2.2	IG 2, 4	Requisite Skills: Communicate to legislative authority
1031—5-2.2	IG 2	Requisite Skills: Make observations
1031—5-2.3	IG 5	Requisite Skills: Identify cost/risk benefits
1031—5-2.3	IG 3, 4, 6	Assess the impact of proposed codes, ordinances, and other legislation..

1031—5-2.3	IG 3, 4	Requisite Knowledge: The process for the development of codes and standards at the local, state/provincial, and national level
1031—5-2.3	IG 3, 4	Requisite Knowledge: Sources that can provide information and technical assistance in the development of the fire safety legislation
1031—5-2.3	IG 2	Requisite Skills: Communicate
1031—5-2.3	IG 2	Requisite Skills: The ability to recognize problems
1031—5-2.4	IG 3	Develop policies and procedures for the administration of inspection functions
1031—5-2.4	IG 3, 6	Requisite Knowledge: Legal precedence and the various systems of government that affect the performance of the fire inspector's duties
1031—5-2.4	IG 3, 4	Requisite Knowledge: Sources of detailed and technical information relative to plans and specifications
1031—5-2.4	IG 2	Requisite Skills: Communicate
1031—5-2.4	IG 2	Requisite Skills: Communicate
1031—5-2.4	IG 3, 4	Requisite Knowledge: Policies and procedures of the jurisdiction related to code enforcement and plans review
1031—5-2.5	IG 2	Requisite Skills: The ability to recognize the need for materials
1031—5-2.5	IG 2	Suggest technical reference material acquisition...
1031—5-2.5	IG 2	Requisite Knowledge
1031—5-2.5	IG 2	Requisite Knowledge
1031—5-2.8	IG 2	Requisite Skills
1031—5-2.8	IG 6	Initiate legal action related to a fire code violation
1031—5-2.8	IG 4	Requisite Knowledge: Limitations of police powers
1031—5-2.8	IG 3, 4	Requisite Knowledge: Legal procedure for fire code enforcement and authority
1031—5-2.9	IG 2	Requisite Skills: The ability to recognize problems
1031—5-2.9	IG 3	Recommend a program budget...
1031—5-2.9	IG 2, 3	Requisite Skills: Identify additional resources
1031—5-2.9	IG 2	Requisite Skills: Communicate
1031—5-2.9	IG 2	Requisite Skills: Write reports
1031—5-2.9	IG 2	Requisite Skills: The ability to recognize problems
1031—5-2.9	IG 5	Requisite Skills: Measure cost/benefit
1031—5-2.9	IG 3	Requisite Knowledge: Budget procedures of the jurisdiction
1031—5-3.5	IG 3	Requisite Skills: Recognize problems
1031—5-3.5	IG 2	Requisite Skills: The ability to observe

1031—5-3.5	IG 6	Evaluate fire protection plans and practices
1035—4-3.1	IG 2, 5	Requisite Knowledge: Public fire and life safety education issues
1035—4-3.1	IG 6	Develop a comprehensive organizational public fire and life safety education strategy
1035—4-3.1	IG 5, 6	Requisite Knowledge: Cost/benefit analysis methods
1035—4-3.1	IG 3	Requisite Knowledge: Program administration issues
1035—4-3.1	IG 6	Requisite Skills
1035—4-3.2	IG 3	Requisite Skills: Facilitate meetings
1035—4-3.2	IG 3, 5, 6	Requisite Skills: Manage and maintain teamwork
1035—4-3.2	IG 3, 5, 6	Requisite Skills: Motivate partners to achieve goal
1035—4-3.2	IG 2, 3, 5, 6	Requisite Knowledge: Team development dynamics
1035—4-3.2	IG 5, 6	Requisite Knowledge: Potential community partners with shared concerns and resources
1035—4-3.2	IG 5, 6	Create a collaborative fire and life safety education partnership
1035—4-3.4	IG 5, 6	Develop a public policy recommendation
1035—4-3.4	IG 3	Requisite Skills: Format policy
1035—4-3.4	IG 3, 4, 5, 6	Requisite Knowledge: Procedures for legislative implementation at the jurisdiction level
1035—4-3.4	IG 5	Requisite Knowledge: Fire and injury issue
1035—4-4.2	IG 3	Requisite Skills
1035—4-4.2	IG 3	Establish administrative policies for the public fire and life safety education program
1035—4-4.2	IG 3	Requisite Knowledge